

Copyright Information

Do you want to use an article or paper from PPP publications?

Material that you find on the Internet is easily copied, but remember that it is covered by copyright laws. You need to get permission before you distribute any materials found here, with the exception of items used under fair use policies (see below).

Obtain permission before you

- reproduce copyrighted work in copies;
- prepare derivative works based upon the copyrighted work;
- distribute copies of the copyrighted work to the public;
- display the copyrighted work publicly

Requesting Reprint Permission

PPP requires that you complete a Reprint Permission Request form (attached) to notify us that you would like to use material from *The Journal of Gift Planning* or the Proceedings of the National Conference on Philanthropic Planning in the ways listed above. In most cases, there is no charge for reprinting information from these publications. However, if the information will be used in a for-profit context (e.g., to encourage clients to use a particular firm or service), there will be a charge. PPP staff will notify you of the amount of this charge when necessary.

What is Fair Use?

You can use excerpts from copyrighted works without permission under the rules of "fair use." The 1961 Report of the Register of Copyrights on the General Revision of the U.S. Copyright Law cites examples of activities that courts have regarded as fair use: "quotation of excerpts in a review or criticism for purposes of illustration or comment; quotation of short passages in a scholarly or technical work, for illustration or clarification of the author's observations; use in a parody of some of the content of the work parodied; summary of an address or article, with brief quotations, in a news report..." Before you assume that you don't need permission to use something, please visit the US Copyright Office pages for a complete description of fair use and other aspects of copyright law: <http://lcweb.loc.gov/copyright/>.

For More Information

Questions related to the use of PPP publications should be directed to Barbara Yeager, at 317-269-6274 or byeager@pppnet.org.



Reprint Permission Request Form

Requester Name _____
Organization _____ Nonprofit _____ For profit
Organization's purpose _____
Address _____
City/State/Zip _____
Phone _____ Fax _____
E-mail address _____

I am requesting nonexclusive rights to reprint the material described below:

Publication title or Conference year _____
*Publication date, volume & issue number _____
Title of article or paper _____
Author(s) _____
*required for reprints from *The Journal of Gift Planning*TM

Purpose of reprint _____
Is it possible that distribution of this material will generate income for your organization? _____ Yes* _____ No
Target audience _____
Number of reprints _____
Date of publication _____
Format requested _____ hard copy master _____ PDF file

Reprints published in print or on a web site must include the following text: From (Publication Title), by (Author), © (copyright year). Used with permission of the Partnership for Philanthropic Planning, Indianapolis, IN (317) 269-6274, www.pppnet.org. All rights reserved.

_____ I am using PPP material **exactly** as it appears in the original publication

OR

_____ I would like to adapt the text of the material. If so, please attach a copy of the material as it will appear in your publication.

Requestor's signature _____
Please allow 10-15 business days for a response. If more information is needed or special arrangements are required, additional time may be needed to process your request.

*There is a charge to reprint Partnership materials for commercial purposes. Contact the Editorial Assistant at (317)269-6274 for more information.

Payment by (circle one): **Check** **VISA** **MasterCard** **AMEX**

Credit Card Number _____ Exp. Date _____

Name on Card _____ Signature _____

If paying by check, please complete and return this form with a check for the full amount of your order to: Editorial Assistant, Partnership for Philanthropic Planning, 233 McCrea Street, Suite 400, Indianapolis, IN 46225. If paying by credit card, you may fax your order to: (317) 269-6276. Purchase orders are not accepted.